



CITY OF ROSWELL, NEW MEXICO

PURCHASING DEPARTMENT

425 North Richardson Avenue

PO Drawer 1838

Roswell, New Mexico 88201

REQUEST FOR PROPOSAL

RFP #: **RFP-15-002**

Group: **Comprehensive Master Plan with a
Metropolitan Redevelopment Area
Plan and a Wayfinding Plan
associated with the 2011
Mainstreet Master Plan**

Date of RFP Opening: **October 28, 2014**

Time of RFP Opening: **2:00 P.M.**

FACSIMILE AND ELECTRONIC BIDS ARE NOT ACCEPTABLE

Pursuant to the provisions of the New Mexico State Purchasing Act, sealed proposals, in single copy, subject to the conditions herein, will be received at the City Council Chamber, City Hall, Roswell, New Mexico until the date and time shown above, and thereafter immediately opened and read in public for furnishing the commodities and/or services listed in the attached specifications.

INSTRUCTION TO BIDDERS

1. **Envelopes containing proposals must be sealed and marked on the upper left hand corner with the name and address of the Proposer, the date and hour of opening, the proposal number, and mailed or delivered to the address (Item 3) before the time of opening.**
2. Samples of items, when required, must be furnished, free of expense, prior to the opening of proposals, and, if not destroyed, will upon request of Proposer, be returned to the Proposer at its expense. Copy of the warranty must be included with bid and must be for the maximum amount the manufacturer provides, if goods are warrantable.
3. Proposals which are mailed, or otherwise delivered prior to the point of opening must contain the information detailed in Item 1 above and must be mailed or otherwise delivered to the **Purchasing Director, P.O. Drawer 1838, 425 N. Richardson, Roswell, New Mexico, 88201**. This information shall be included on **ALL EXTERIOR PACKAGING**.
4. All prices should be stated in units or quantities specified, with packing and delivery charges included.
5. Time of proposed delivery must be stated in definite terms. If time varies for different items, the Proposer should so state.
6. Proposals must be made out and signed in the corporate or other name of Proposer and must be fully and properly executed by an authorized person.

7. Proposals must be submitted on the Proposal schedule attached. **Any prices pertaining to exceptions must be attached to the proposal** (stapled, bound or secured otherwise). If the Proposer provides any options other than requested, these will not be acceptable.
8. Proposals received later than the time and date specified will not be considered.
9. Amendments to or withdrawals of proposals received later than the time and date set for bid opening will not be considered.
10. Proposers or their representative may be present at the proposal opening.
11. The Purchasing Agent reserves the right to amend and/or cancel the Request for Proposal prior to the time and date of the proposal opening.
12. The Purchasing Agent reserves the right to correct any proposal awarded erroneously as a result of a clerical error on the part of the City of Roswell.
13. In the event the Proposer is unable to submit a proposal, the Purchasing Department would appreciate advising this office to that effect. Failure to submit proposals on three consecutive Request for Proposal will result in the removal of the Proposer's name from the mailing list.
14. Proposers and/or vendors doing business with the City of Roswell must be in compliance with the Federal Civil Rights Act of 1964 and Title VII of the Act. Rev., 1979.
15. It will be the sole responsibility to the Proposers requesting consideration for Resident Preference at bid openings to submit to the State Purchasing Agent, the questionnaire for Resident Business or Contractor's Certification and to receive approval and a certification form prior to the bid opening. Requests for consideration for Resident Business or Contractor's Preference after bid opening will not be considered.
16. All contracts solicited by competitive sealed proposals for the City of Roswell require that the proposal amount exclude the applicable state gross receipts tax. As the City of Roswell is required to pay the applicable state gross receipts tax, all requests for payment shall include a separate amount on each billing reflecting the applicable tax. (13-1-108)
17. **All applicable state gross receipts tax charged to the City of Roswell shall be at the current rate at the time of the project. Proposers and/or vendors agree to report the gross receipts tax charged to the City of Roswell on New Mexico Taxation & Revenue Department form CRS-1 and use Roswell as the municipality name in column A and 04-101 as the location code in column C.**
18. Any equipment supplied to the City of Roswell must comply with all requirements and standards as specified by the federal government's Occupational Safety and Health Act of 1971. All guards and protectors as well as appropriate markings must be in place before delivery. Items not meeting OSHA specifications will be refused. The supplier may be required, at its expense to provide training to municipal employees in the operation of this item and its maintenance, at the convenience of the City of Roswell.
19. **All proposers and/or vendors doing business with the City of Roswell shall fill out the City of Roswell NEW VENDOR FORM in this bid package. All proposers and/or vendors doing business with the City of Roswell must also provide IRS FORM W-9 (REV. JANUARY 2011 or DECEMBER 2011). Failure to do so may cause the bid to be rejected by the City of Roswell.**

CONDITIONS AND BID OPENING PROCEDURES

1. The City of Roswell reserves the right to reject any and all proposals, to waive any informality in proposals, and unless otherwise specified by the Bidder, to accept any item on the proposal.
2. In case of error in the extension of prices in the proposal, the unit price will govern.
3. Any discount offered, will be computed from the date of delivery or from the date a correct bill rendered on a proper voucher form and certified by the contractor, is received, whichever date is latest.
4. The Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978, imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for illegal bribes, gratuities and kickbacks.
5. It is the intent of these specifications to describe the minimum requirements, for any equipment proposals. All parts not specifically mentioned which are required for a complete unit, shall conform in design, strength, quality of material and workmanship to the highest standards of engineering practice. It shall be equipped with the manufacturer's equipment and accessories which are included as standard in the advertised and published literature for the unit. No such items of equipment or accessories shall be removed or omitted for the reason that it was not specified in the proposal.
6. The similarity to any brand name is for the purpose of describing a standard of quality, performance and characteristics desired and not intended to limit or restrict competition, as required in NMSA 1978, 13-1-167 and 168. Proposers must state the brand name being proposed and provide proof that the merchandise proposal is equal to or better than the specifications.
7. All proposals must be clearly marked on the outside of the envelope with the proposal number and opening date. Should a proposal be opened prior to the official opening date due to the lack of a proper marking, it will be rejected.
8. All interested parties are invited to attend proposal openings of the City of Roswell.
9. Proposals will be opened and read aloud at precisely the time, the date and the place stipulated in the Request for Proposal and in the legal notice published in the newspaper.
10. Proposals will be opened and read aloud in front of whomsoever is present at the scheduled time and place.
11. Each proposal will be evaluated by the Purchasing Director and the appropriate department or committee. The Proposer is to provide complete specifications. Acceptable exceptions to specifications will be determined by the Director of Purchasing with the aid of the appropriate department head.
12. The Purchasing Director and the department or committee will rule on any point needing clarification.
13. The apparent best Proposer, meeting specifications, will be determined by the Purchasing Director and the department or committee.

14. Following determination of the best Proposer, the Purchasing Director will recommend to the City Council that the City Manager be authorized to negotiate a contract with the best Proposer.
15. Proposers are advised to bear in mind that the low proposal obtained at the opening of the proposals may not be the bid ultimately selected for the award.
16. A Proposer's request for Resident Preference will be honored only when the provisions of Sections 13-1-21 and 13-1-22 of the State Purchasing Act have been met.
17. Do not submit alternate proposals unless instructed to do so, as they will not be considered.
18. Notice is hereby given that the City Council reserves the right to reject any and all proposals received. In the case of ambiguity or lack of clarity, the right to determine the best proposal or to reject same or to waive irregularities and technicalities.
19. One complete copy of the proposal, including Request for Proposal, specifications and any other requested literature, must be submitted with the proposal.
20. Monthly proposal openings are scheduled for the Tuesday two weeks prior to the regular, monthly meeting of the City Council. Therefore, information pertaining to proposals will not be released until the City Council has acted upon them.
21. All proposals must be valid for a minimum of 50 days after proposal opening, unless otherwise stated on the Proposal Sheet by the individual Proposer or the City of Roswell.
22. All Proposers who are engaged in business within the municipal limits of the City, shall be licensed to do business by the City of Roswell.
23. This bid is available for use by all City of Roswell departments and other agencies, as provided for by law, at the discretion of the contracted vendor(s).
24. Pursuant to 13-4-11 (A) NMSA Annotated, state wage rates shall apply to any bid or proposal on construction or public works projects in excess of \$60,000.00. In addition all bidders and proposers shall comply with Federal wage rates on applicable projects.
25. Pursuant to 13-1-146 NMSA Annotated, a bid security or bond shall be required of proposers or offerors for construction contracts in excess of twenty-five thousand dollars (\$25,000). Bid security or bond in an amount equal to at least five percent (5%) of the amount bid shall be a bond provided by a surety company authorized to do business in the state of New Mexico, or the equivalent in cash.
26. All respective proposers must complete the **CAMPAIGN CONTRIBUTION DISCLOSURE FORM** on pages 5 & 6 of this REQUEST FOR PROPOSAL. Failure to do so will result in rejection of said proposal.

ARTIE MORROW
PURCHASING DIRECTOR
CITY OF ROSWELL

CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to Chapter 81, Laws of 2006, any prospective contractor seeking to enter into a contract with any state agency or local public body must file this form with that state agency or local public body. The prospective contractor must disclose whether they, a family member or representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contribution given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

THIS FORM MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILYMEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

“Applicable public official” means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

“Campaign Contribution” means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official’s behalf for the purpose of electing the official to either statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or un-reimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

“Contract” means any agreement for the procurement of items of tangible personal property, services, professional services or construction.

“Family member” means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law.

“Pendency of the procurement process” means the time period commencing with the public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Person” means any corporation, partnership, individual, joint venture, association or any other private legal entity.

“Prospective contractor” means a person who is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person qualifies for a sole source or small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

DISCLOSURE OF CONTRIBUTIONS:

Contributions made by: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) made: _____

Amount(s) of Contribution(s): _____

Purpose of Contribution(s): _____

(If additional space is needed, please continue on the back of this form or on a separate page)

Signature Date

Title (position)

-OR-

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature Date

Title (position)

SPECIFICATIONS FOR

RFP-15-002

Comprehensive Master Plan, plus a Metropolitan Redevelopment Area and a Wayfinding Plan associated with the 2011 Mainstreet Roswell Master Plan

1. GENERAL INFORMATION / PROJECT DESCRIPTION

Comprehensive Master Plan: The City of Roswell is soliciting Professional Services from consulting/professional firms to update the City of Roswell Comprehensive Master Plan.

Metropolitan Redevelopment Area Plan and Wayfinding Plan: In conjunction with the Master Plan, the City is also soliciting Professional Services to create a Metropolitan Redevelopment Area (MRA) Plan and Wayfinding Plan as delineated in the Mainstreet Roswell Master Plan, adopted December 8, 2011.

Qualified firms interested in providing professional services, should submit a proposal for this work based on the information presented in this RFP.

The proposal should address respondent's interest to satisfy the City's objectives established for these effort. The proposal should clearly demonstrate respondent's capability to achieve the scope of work. It is, therefore, important that a list of all key individuals to be assigned to the project along with approach that would be used to implement this service be provided.

The awarded firm(s) (consultants listed in the proposal) will complete a Comprehensive Master Plan, an MRA Plan and a Wayfinding Plan.

2. OBJECTIVE

The City of Roswell is requesting Professional Services of Planning and Design for an update of the City of Roswell Comprehensive Master Plan, adopted May 2005. In conjunction with the Master Plan update, the City of Roswell is requesting the creation of a Metropolitan Redevelopment Area Plan (MRA) and a Wayfinding Plan as delineated in the Mainstreet Roswell Master Plan, adopted December 8, 2011.

3. REQUIREMENTS

- The lead planner for the Comprehensive Master Plan must have a minimum of ten years of experience inland use planning. A Master's Degree in urban planning or equivalent *and* membership in the American Institute of Certified Planners (AICP) may be substituted for five years of experience.
- Experience with creation of Metropolitan Redevelopment Area Plans is required.
- Experience with creation of Wayfinding Plans is required.

4. SCOPE OF WORK

- A. The primary portion of this scope of work for this project is to produce a Comprehensive Plan to direct future growth and development of the City, both within the City limits and without. The resulting Plan should be both a physical and policy based plan and provide implementation actions and strategies, and include illustrative maps, graphs and other visuals.

Elements of the Comprehensive Plan will include, but need not be limited to:

- Land Use and Growth Management
- Code Enforcement Issues
- Transportation, including future road corridors beyond City limits
- Utility Infrastructure, including identifying suitable areas for Annexation
- Parks and Recreation
- Economic Development
- Commerce & Industry
- Housing Element
- Social & Economic Issues
- Design and Environment
- Environmental Resources and Sustainability

- B. The scope of work includes producing a Metropolitan Redevelopment Area (MRA) Plan per New Mexico Redevelopment Code Statutes. An MRA District has been adopted per the Mainstreet Roswell Master Plan. If determined appropriate for the City, the consultant will identify potential funding sources to implement the plan including, but not limited to, a BID, TIF, TIDD, LEDA and other state and federal sources of funding.

- C. The scope of work includes producing a Wayfinding Master Plan as identified in the Mainstreet Roswell Master Plan.

- D. Community Participation will include, but not need be limited to:

- A Steering Committees will be created for of the Comprehensive Master Plan and another Steering Committee will be established for the MRA and Wayfinding Plans. The two Committees will overlap as deemed appropriate.
- Regular meetings will be held with each of the two Steering Committees.
- Several public workshops that utilize a dynamic planning process to solicit and record the community's input for each of the Plans.
- Prepare and present a Comprehensive Master Draft Plan to the Steering Committee, participants from the public workshops and City officials.
- Prepare and present a MRA Plan to the Steering Committee, participants from the public and City officials.
- Prepare and present a Wayfinding Master Plan to the Steering Committee, participants from the public and City officials.
- Revise the final Plans as required and present to the City Council for appropriate adoptions and ordinances as required.

- E. The total budget for the Comprehensive Master Plan, the MRA Plan and the Wayfinding Master Plan is \$100,000.00. Estimated timeline for this project is twelve months.

5. EVALUATION CRITERIA

Criteria and Points Value

Proposals must address each of the following criteria. Each proposal may be awarded points up to the amount listed in parentheses. The selection committee will evaluate the proposals and may conduct interviews with applicants.

Evidence of Understanding the Scope of Work, Site, and Existing Conditions (50 Points)

Describe in detail an understanding of the scope of work for the project and its relationship to Roswell. Include information about the project site, project administration, scheduling, budget and programmatic user requirements.

Special Design and Technical Competence of Business (15 Points)

Experience and knowledge of the City's needs and services to be provided and the ability to provide and complete the scope of work in a timely manner required. Provide information about the firms' (and consultant(s)) specific technical experience with similar projects that demonstrate competence to successfully complete this preliminary plan. Indicate the relevance of previous projects to the anticipated scope of work. Demonstrate the successful aspects of past design projects and the corresponding applications to the proposed scope of work.

Capability and Capacity of Firm (15 Points)

Provide information about the business that demonstrates the ability to provide sufficient professional competence, meet time schedules, accommodate cost considerations and project administration requirements. Indicate the relationship of the work in this RFP to the firm's other current projects. Indicate proposed work schedules and milestones, with completion method and strategies. Indicate key project team members and their specific rolls, experience and background. Demonstrate or indicate project team organization and working relationships. Other items could include references from clients, financial institutions and insurance carriers.

Past Record of Performance (10 Points)

References for similar types of Professional services provided by firm and consultants for governmental agencies or private industry. List references for similar scope of work. Include name, address, telephone number, and a brief description of the project, and if completed on time.

Design Work Provided by New Mexico Business (5 Points)

It is in the State's best interest to support in-state business. Indicate the volume of work to be produced in New Mexico by a New Mexico firm or firms. Identify any out-of-state consultant(s) or business relationships that will be involved on the project and the extent of services to be provided by that firm or firms.

Proximity to or Familiarity with the Area in Which the Project is Located (5 Points)

Demonstrate through narrative, graphics or maps the firm's ability to respond quickly to on and off-site requirements for design, construction and administration of the project. Indicate previous knowledge or experience regarding the project location, and any current work or associated consultants who could enhance the firm's ability to provide timely responses or special expertise to project needs.

The contact person for this RFP:

Marlin Johnson, City Planning and Support Services Director
PO Box 1838
Roswell, NM 88202-1838
575.624.6700, ext. 223 (office)

CITY OF ROSWELL, NEW MEXICO

Purchasing Department
425 North Richardson
Roswell, NM 88201

PROPOSAL FOR

RFP #: **RFP-15-002**

**Comprehensive Master Plan with a Metropolitan Redevelopment
Area Plan and a Wayfinding Plan associated with the 2011**

GROUP: **Mainstreet Master Plan**

DEPARTMENT: **Financial Administration**

DATE OF RFP OPENING: **October 28, 2014**

TIME OF RFP OPENING: **2:00 P.M.**

TO: Air Freight Address: Purchasing Agent
City of Roswell
425 North Richardson
Roswell, NM 88201

The undersigned, doing business in the City of Roswell, submits herewith, in conformity with the instructions, conditions and specifications for the above listed proposal:

WILL TAKE THE PROPOSAL OR PROPOSALS WHICH ARE IN THE BEST INTEREST OF THE CITY.

Submit 1 original of proposal plus 5 copies to be given to proposal committee.

ACKNOWLEDGEMENT OF:

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ADDENDUM A

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ADDENDUM B

Proposal must remain valid 50 days after proposal opening unless otherwise stated herein.

Dated: _____ Name of Proposer: _____

Telephone No.: _____ Mailing Address: _____

Fax No.: _____

By: _____ Name Typed or Printed: _____
(signature)

CITY OF ROSWELL
New Vendor Request Form

This form must be completed in its entirety and sent to the Purchasing Department before a new vendor will be created. A signed and completed 2011 Form W-9 (Request for Taxpayer Identification Number) must be attached to this New Vendor Form. (Absence of 2011 Form W-9 will cause a delay in payment of invoices.)

Please Type or Print Legibly:

Business Name: _____

Owner Name: _____

Remittance Address: _____

City: _____

State: _____ Zip: _____

Federal Tax ID# or Social Security #: _____

New Mexico CRS#: _____
(if applicable)

Check the box which indicates your type of organization:

Individual/Sole proprietor ☐

C Corporation ☐

Limited liability company ☐

S Corporation ☐

Partnership ☐

Other : _____

Phone #: _____

E-mail address: _____

Fax #: _____

****Bottom portion for City of Roswell department use only****

Department Requesting New Vendor: _____

General Purpose of New Vendor: _____

July 2011 Revision

**Request for Taxpayer
Identification Number and Certification**

**Give Form to the
requester. Do not
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.) City, state, and ZIP code List account number(s) here (optional)	
Requester's name and address (optional)		

Part I Taxpayer Identification Number (TIN) Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3. Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	Social security number [][][] - [][] - [][][][][][][] Employer identification number [][] - [][][][][][][][][]
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Part II Certification Under penalties of perjury, I certify that: 1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and 2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and 3. I am a U.S. citizen or other U.S. person (defined below). Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.	Sign Here Signature of U.S. person ▶ Date ▶
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General Instructions Section references are to the Internal Revenue Code unless otherwise noted. Purpose of Form A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.	Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9. Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are: • An individual who is a U.S. citizen or U.S. resident alien, • A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, • An estate (other than a foreign estate), or • A domestic trust (as defined in Regulations section 301.7701-7). Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.
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